<table>
<thead>
<tr>
<th>DCDEE</th>
<th>Contact Information</th>
<th>Contact for questions about...</th>
</tr>
</thead>
</table>
| **Programs and Educational Services** | Lorena Gonzalez, Senior Manager  
Early Education Branch  
(919) 814-6344  
lorena.gonzalez@dhhs.nc.gov  

Toni Toomer, Administrative Assistant  
Early Education Branch  
(919) 814-6345  
toni.toomer@dhhs.nc.gov  

Vallarie Douglas, EEB Administrative Officer  
Early Education Branch  
(919) 814-6343  
vallarie.douglas@dhhs.nc.gov  

Heather Marler, Manager  
Workforce Education Unit  
(919) 814-6352  
heather.marler@dhhs.nc.gov | • Early Education Branch oversight: NC Pre-Kindergarten Program, Early Educator Support Licensure and Professional Development and the Workforce Education Units, NC Pre-K State Advisory Committee, NC Pre-K State Evaluation, Pre-K Rate Exceptions, policy  

• Public information requests from families, public and early education programs and educators  

• NC Educator Licensure and WORKS (system) request  

• EESLPD Data Management / System Administrator  

• Data requests and back-up support for NC Pre-K KIDS and NC Pre-K APP  

• NC Pre-K Program approvals: Administrator/ Director/ Principal and Site Adds  

• Workforce Education Unit oversight |
| **NC Pre-Kindergarten Program (NC Pre-K)** | Janessa Nieves, Manager  
NC Pre-K Unit  
(919) 814-6372  
janessa.nieves@dhhs.nc.gov | • Program oversight: NC Pre-K Program Policy, Requirements, Monitoring  

• NC Pre-K Plan Approvals: Classrooms (curricula, assessments, developmental screens); Instructional Staff (Teachers& Teacher Assistants)  

• NC Pre-K Program Mentoring/Evaluation services (EESLPD ECU and UNCC)  

• NC Pre-K Program Monitoring  

• NC Pre-K Plan Database technical/system related questions |
<table>
<thead>
<tr>
<th>Name</th>
<th>Role</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jeanne Barnes</td>
<td>NC Pre-K Program Consultant</td>
<td>(919) 814-6357 <a href="mailto:jeanne.barnes@dhhs.nc.gov">jeanne.barnes@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>Sharon Stukes</td>
<td>NC Pre-K Program Consultant</td>
<td>(704) 594-0151 <a href="mailto:sharon.stukes@dhhs.nc.gov">sharon.stukes@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>Jennifer Griffith</td>
<td>NC Pre-K Program Consultant</td>
<td>(919) 609-6921 <a href="mailto:jennifer.griffith@dhhs.nc.gov">jennifer.griffith@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>Frances Minton</td>
<td>NC Pre-K Program Consultant</td>
<td>(919) 604-7626 <a href="mailto:francis.minton@dhhs.nc.gov">francis.minton@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>Vacant</td>
<td>NC Pre-K Program Consultant</td>
<td>(919) xxx-xxxx <a href="mailto:first.last@dhhs.nc.gov">first.last@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>Patricia McCarter</td>
<td>NC Pre-K Coordinator</td>
<td>(919) 814-6369 <a href="mailto:patricia.mccarter@dhhs.nc.gov">patricia.mccarter@dhhs.nc.gov</a></td>
</tr>
</tbody>
</table>

- NC Pre-K Program Requirements and Guidance, policy and operational procedures, child eligibility for NC Pre-K, teacher, teacher assistant, administrator/principal eligibility.
- Technical assistance for NC Pre-K KIDS and NC Pre-KAPP.
- Local NC Pre-K Staff Orientation & Ongoing County/Regional Support.
- NC Pre-K Plan change requests: classroom adds and instructional staff, including substitute teachers and teacher assistants.
- Local NC Pre-K Advisory Committee and local NC Pre-K contract administrative agency support and meeting with NC Pre-K providers.
- NC Pre-K Program regional support to local NC Pre-K Contract Administrative Agencies.
- NC Pre-K Program Monitoring.
- NC Pre-K Program Requirements and Guidance, policy and operational procedures, child eligibility for NC Pre-K, teacher, teacher assistant, administrator/principal eligibility.
- NC Pre-K Plan change requests: classroom adds and instructional staff, including substitute teachers and teacher assistants.
- EESLPD Mentor and Evaluator Training; NC Educator Effectiveness System (NCDPI teacher evaluation training, process) for BK licensed teachers.
- NC Pre-K Program Monitoring.
- NC Pre-K support, research, revision of policy documents and presentations.
- NC Pre-K Plan Database technical/system related questions.
### Early Education Support Licensure and Professional Development (EESLPD)

<table>
<thead>
<tr>
<th>Role</th>
<th>Name</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Manager</td>
<td>Detrius Jones</td>
<td>(919) 814-6435 <a href="mailto:detrius.jones@dhhs.nc.gov">detrius.jones@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>Intake-Enrollment Specialist</td>
<td>Vacant</td>
<td>(919) 814-xxxx <a href="mailto:first.last@dhhs.nc.gov">first.last@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>BK Licensure Specialist (East)</td>
<td>Fay Lewis</td>
<td>(919) 814-6359 <a href="mailto:fay.lewis@dhhs.nc.gov">fay.lewis@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>BK Licensure Specialist (West)</td>
<td>Breania Best</td>
<td>(919) 814-6358 <a href="mailto:breania.best@dhhs.nc.gov">breania.best@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>BK Licensure Specialist (Central)</td>
<td>Janice Wright</td>
<td>(919) 814-6362 <a href="mailto:janice.wright@dhhs.nc.gov">janice.wright@dhhs.nc.gov</a></td>
</tr>
<tr>
<td>BK Licensure Policy &amp; Research Consultant</td>
<td>Gordon Millspaugh</td>
<td>(919) 608-9538 <a href="mailto:gordon.millspaugh@dhhs.nc.gov">gordon.millspaugh@dhhs.nc.gov</a></td>
</tr>
</tbody>
</table>

### Roles and Responsibilities

- Oversight for the EESLPD state office and EESLPD hubs operations at ECU and UNCC
- NC Pre-K Program Plan approvals: Administrator/Director/Principal
- NCDPI Teacher Education-Licensure Policy

- EESLPD Intake / Enrollment

- NC Educator (BK) Licensure policy and actions for Pre-K teachers/nonpublic schools
- BK Licensure status: clearance of lateral entry and provisional add-on licensure
- Obtaining and submitting Plan of Study issued by an accredited NC University/College to the EESLPD Unit
- Required semester hours to support coursework in teacher’s Plan of Study
- SP II licensure renewal policy and CEU credits

- NC Educator (BK) Licensure policy
| Administration and Policy | Ed Skeens, Supervisor Monitoring and Compliance Unit  
(919) 814-6314  
ed.skeens@dhhs.nc.gov  

Patsy Stone, Lead Monitoring Coordinator Monitoring and Compliance Unit  
(919) 814-6315  
patsy.stone@dhhs.nc.gov  

Candice Bailey, Contracts Unit Manager  
Contracts Unit  
(919) 814-6327  
candice.bailey@dhhs.nc.gov  

Celeste Pleasant, Contracts Administrator Public Schools  
Contracts Unit  
(919) 814-6337  
celeste.pleasant@dhhs.nc.gov  

Courtney Barefoot, Contracts Administrator Private / Non-Profit Organizations  
Contracts Unit  
(919) 814-6338  
courtney.barefoot@dhhs.nc.gov  

Geraldine Dumas, Contracts Assistant  
Contracts Unit  
(919) 814-6335  
geraldine.dumas@dhhs.nc.gov  

| • NC Pre-K contract and fiscal monitoring process, timeline, tools and forms, types of visits (desk-top vs. onsite)  
• NC Grants.gov (information related to Suspension of Funding List under NC Grants)  
• NC Pre-K Contracts /Budget and Fiscal and Contracts Policy  
• NC Pre-K Staff Orientation  
• NC Pre-K Plan change requests: site changes, site terminations, site & classroom name changes, budget changes, teacher & administrator name changes  
• NC Pre-K Contracts data entry  
• NC Pre-K Plan technical support Correspondence tracking / follow-up |
Sonya Beatty, Business Manager  
Budget and Contracts Unit  
(919) 814-6328  
sonya.beatty@dhhs.nc.gov

Trevon L. Simon, Business Officer  
Budget Unit  
(919) 814-6334  
trevon.simon@dhhs.nc.gov

- Budget and Contracts oversight
- NC Pre-K FSRs and reimbursement
- NC Pre-K Budget Revisions
- Technical assistance for NC Pre-K FSR reimbursement & Budget Revisions
<table>
<thead>
<tr>
<th>Regulatory Services</th>
<th>Lorie Pugh, Senior Manager Licensing Branch</th>
<th>- Oversight of the compliance policies and monitoring procedures completed by facility childcare licensing consultants.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>1(800) 859-0829 <a href="mailto:lorie.pugh@dhhs.nc.gov">lorie.pugh@dhhs.nc.gov</a></td>
<td></td>
</tr>
<tr>
<td>Licensing Supervisors (16)</td>
<td></td>
<td>- Interpret and provide guidance for all Child Care Requirements (Rules and Laws), including NC Pre-K Rules found in Section .3000 of the Child Care Requirements.</td>
</tr>
<tr>
<td>(Refer to DCDEE Licensing Supervisor County Assignments for NC Pre-K contact information)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Lead Child Care Consultants (16)</td>
<td>1(800) 859-0829 for contact information</td>
<td>- New NC Pre-K sites and the pre-licensing process. Conduct pre-licensing activities to get programs licensed. Monitor new programs on a Temporary License during the first six months of operation.</td>
</tr>
<tr>
<td>Child Care Consultants (111)</td>
<td>Call 1(800) 859-0829 for contact information</td>
<td>- Compliance monitoring visits to all licensed programs, including NC Pre-K sites/classrooms.</td>
</tr>
<tr>
<td>Investigations Supervisors and Consultants (30)</td>
<td>Call 1(800) 859-0829 for contact information</td>
<td>- Investigation of reports alleging child maltreatment and violations of childcare requirements.</td>
</tr>
<tr>
<td>Andrea Lewis, Senior Manager Compliance Branch</td>
<td>1(800) 859-0829 <a href="mailto:andrea.o.lewis@dhhs.nc.gov">andrea.o.lewis@dhhs.nc.gov</a></td>
<td>- Complaint reports, child maltreatment investigations, and administrative actions</td>
</tr>
</tbody>
</table>